



TOP TIPS

ON THE DAY OF VMM

These tips have been created to support event planning and should be used in the lead-up to the event with a focus on the day.

1. Organise a Volunteer Team

- Ensure a well-trained team of male and female volunteers with a designated leader.
- Assign clear and identifiable roles for all volunteers to efficiently manage tasks throughout the day.

2. Utilise MCB Resources

- Visit <https://www.visitmymosque.org> to access helpful resources such as the suggested itinerary for the day, guide dog support, treasure hunt activity, do and do not's and quizzes.
- Use the resources and consider displaying posters, exhibitions, and consider new engaging ideas like VR experiences on Hajj or food tasting competitions (e.g., samosa chaat).

3. Ensure Security

- Have trained security guards or volunteers for safety.
- Inform the local police or PCSO about the event and invite them to attend.

4. Maintain Cleanliness

- Cleanliness is essential.
- Ensure the mosque is thoroughly cleaned, and toilets are stocked with soap and toilet paper for visitors.

5. Arrange a Photographer

- Capture the day's events with a professional photographer or a skilled volunteer to document the atmosphere and interactions.

6. Showcase Prayer and Adhan

- Allow visitors to observe prayer and hear the Adhan (call to prayer) as part of the mosque experience.

7. Prepare the Venue

- Make the mosque hospitable with welcoming volunteers and seating arrangements (for those uncomfortable sitting on the floor).
- Have an itinerary displayed for visitors to follow.
- Consider a map indicating different areas to visit.
- Allow families to enter from the same entrance and do not segregate guests.

8. Provide Food and Refreshments

- Offer food and beverages, keeping in mind dietary preferences.
- Include vegan options to accommodate all visitors.

9. Encourage Dialogue

- Focus on open and respectful conversations with visitors.
- The aim is to promote understanding, not conversion.

10. Make Dua (Prayer) for Success

- Pray for a successful event filled with positive interactions and mutual respect.

